

# LIVONIA PUBLIC SCHOOLS

*Operations Department*

*Memorandum*

TO: Lisa Abbey, Assistant Superintendent of Business Services  
FROM: Harry Lau, Administrator of Facilities and Operations  
DATE: October 23, 2015  
SUBJECT: Recommendation for the Purchase of Bulk Fuel

I am recommending and seeking approval to award the purchase of gasoline and diesel fuel for the next two years - 2015-2016 and 2016-2017 from Petroleum Traders. Below is a list of vendors that participated in the Bulk Fuel Bid this year.

**Petroleum Traders Corporation**  
RKA Petroleum Companies

**Fort Wayne, IN**  
Romulus, MI

Rational: Petroleum Traders has the lowest mark ups on both Diesel and Gasoline at -0.0427 Diesel and -0.0306 for Gasoline. Petroleum Traders has committed to not raising their mark up for two years. These mark ups are taken off current (market or spot) price at the time of delivery.

If you have any questions regarding this matter, please contact me. Thank you.

Cc: Barb Stoner  
File